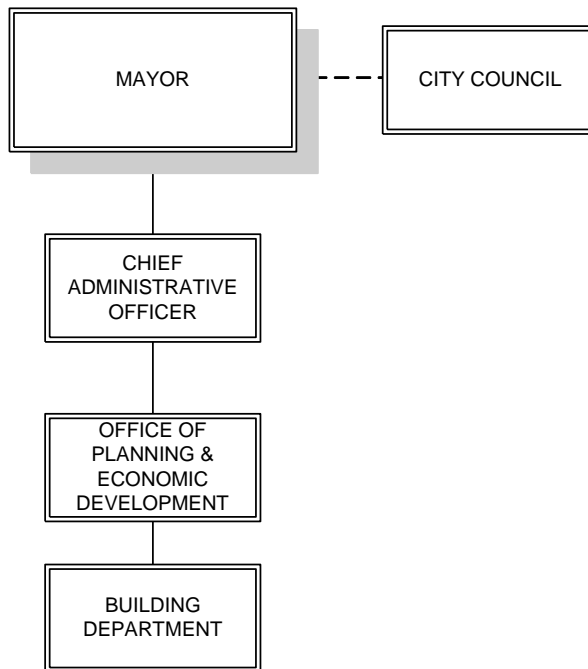


GENERAL FUND BUDGET

OFFICE OF PLANNING & ECONOMIC DEVELOPMENT BUILDING DEPARTMENT

MISSION STATEMENT

The Building Department issues permits and inspects work done to all buildings and other structures. Permits include building, electrical, plumbing, heating, air conditioning, fire protection sprinklers and extinguishing systems, refrigeration, demolition and signs. Applications for permits are reviewed for conformance to all applicable laws, codes and ordinances. A permit constitutes permission to proceed with the approved work. The purpose of permits and inspections is to ensure public safety, health and welfare insofar as they are affected by building construction, through structural strength, adequate exit facilities, fire safety, light and ventilation and sanitary equipment. The Building Department function is to secure safety to life and property from hazards incident to the design, erection, repair, removal, demolition or planned occupancy of buildings, structures or premises.



GENERAL FUND BUDGET	BUDGET DETAIL
BUILDING DEPARTMENT	

Peter Paajanen
Manager

REVENUE SUMMARY

ORG DESI	OBJECT DESC	FY2009	FY2010	FY2011	VARIANCE TO	
		ACTUAL	BUDGET	MAYOR PROPOSED	FY2011 ADOPTED	FY2010 BUDGET
01455000	BUILDING DEPARTMENT	1,980,495	2,125,000	1,904,000	1,904,000	-221,000
	41524 SIGN LICENSE	6,895	10,000	3,000	3,000	-7,000
	41525 SIGN / LICENSE RENEWAL PERMIT	3,035	5,000	10,000	10,000	5,000
	41526 RESIDENTIALADDITIONSANDALTERAT	498,334	600,000	200,000	200,000	-400,000
	41527 NON-RESIDENTIALADDITIONSANDALT	693,665	730,000	400,000	400,000	-330,000
	41528 NEWSINGLEFAMILYHOUSEPERMITS	27,430	70,000	30,000	30,000	-40,000
	41529 TWO-UNIT HOUSING PERMITS	4,300	3,500	45,000	45,000	41,500
	41530 THREEORMORE-UNITSHOUSINGPERMIT	0	20,000	150,000	150,000	130,000
	41531 POOL,TENTS,GARAGES-OTHERBUILDI	740	10,000	5,000	5,000	-5,000
	41532 NEW-NON RESIDENTIAL	0	30,000	500,000	500,000	470,000
	41533 ELECTRICAL PERMITS	262,545	210,000	175,000	175,000	-35,000
	41534 PLUMBING PERMITS	136,475	160,000	120,000	120,000	-40,000
	41535 HEATING PERMITS	240,885	175,000	150,000	150,000	-25,000
	41536 AIR CONDITIONING PERMITS	48,930	40,000	40,000	40,000	0
	41537 DEMOLITION PERMITS	20,160	10,000	10,000	10,000	0
	41538 COPIES	276	500	500	500	0
	41539 REFRIGERATION PERMITS	0	1,000	3,500	3,500	2,500
	41540 CERTIFICATE OF OCCUPANCY	36,825	50,000	50,000	50,000	0
	44386 FIRE PROTECTION	0	0	10,000	10,000	10,000
	44387 VENTILATION	0	0	2,000	2,000	2,000

APPROPRIATION SUMMARY

ORG DESC	APPR DESC	FY2009	FY2010	FY2011	VARIANCE TO	
		ACTUAL	BUDGET	MAYOR PROPOSED	FY2011 ADOPTED	FY2010 BUDGET
'01455000	BUILDING DEPARTMENT	880,660	1,160,591	1,263,119	1,263,119	102,528
	1455PS BUILDING DEPT PERS SVCS	872,299	928,802	989,483	989,483	60,681
	2455TPS BUILDING DEPT OTHER PERS SVCS			9,825	9,825	9,825
	3455FB BUILDING DEPT FRINGE BENEFIT		222,935	255,185	255,185	32,250
	4455EX BUILDING DEPT OPER EXP	6,811	6,609	6,381	6,381	-228
	6455SS BUILDING DEPT SPEC SVCS	1,550	2,245	2,245	2,245	

PERSONNEL SUMMARY

Job Description	FTE FY	FTE FY	VAC	NEW	UNF	FY 2010	FY 2011	VARIANCE
	2010	2011				CURRENT	ADOPTED	
BUILDING OFFICIAL	1.0	1.0				93,882	97,654	3,772
MINI COMPUTER OPERATOR (40 HRS)	1.0	1.0				41,523	46,255	4,732
ADMINISTRATIVE SPECIALIST	1.0	1.0				48,050	60,301	12,251
DEPUTY BUILDING OFFICIAL (40 Hrs)	1.0	1.0				83,030	86,366	3,336
PLAN REVIEWER (40 HRS)	2.0	2.0				144,611	154,573	9,962
ELECTRICAL INSPECTOR (40 HRS)	3.0	3.0				226,477	233,099	6,622
MECHANICAL INSPECTOR (40 HRS)	2.0	2.0				146,618	156,659	10,041
ASSISTANT BUILDING INSPECTOR	2.0	2.0				144,611	154,573	9,962
	13.0	13.0			TOTALS	928,802	989,481	60,679

GENERAL FUND BUDGET	PROGRAM HIGHLIGHTS
BUILDING DEPARTMENT	

SERVICE INDICATORS	ACTUAL 2006-2007	ACTUAL 2007-2008	ACTUAL 2008-2009	12/31/2009 2009-2010	ESTIMATED 2009-2010	PROJECTED 2010-2011
BUILDING DEPARTMENT						
PERMITS ISSUED						
Residential new	87	36	27	10	20	indeterminable
Residential alterations	233	295	223	170	250	indeterminable
Commercial new	3	6	12	0	1	indeterminable
Commercial alterations	122	128	170	80	120	indeterminable
Demolition permits	41	24	33	17	35	indeterminable
All other permits (incl. municipal/institutional)	1,281	1,917	2,104	1,207	2,200	indeterminable
Total of all building permits	619	561	546	323	525	indeterminable
Total of all permits	2,386	2,478	2,683	1,530	2,500	indeterminable
PERMIT VALUES AND REVENUES						
Total value of work	\$195,631,366	\$131,211,499	\$173,761,841.00	\$47,625,238	\$70,000,000	\$60,000,000
Total of permit fees	\$3,668,086	\$3,343,306	\$1,872,299	\$1,148,131	\$1,500,000	\$1,400,000
INSPECTIONS						
Inspections	7,133	7,448	8,402	4,043	8,000	8,000
CERTIFICATE OF OCCUPANCY						
Number	304	347	data unavailable	195	400	425
Value of work	\$3,345,800	\$93,898,932		\$18,909,677	indeterminable	indeterminable

† Number of inspections varies per permit (typical minimum number below, excluding future additional required):

Electrical service change: 1 inspection

Heating system replacement: 1 inspection

Deck addition: 1 footing inspection; 1 framing/final inspection. Total: 2 inspections.

Building renovation (plaster removed): 1 Existing framing inspection; 1 rough electrical inspection; 1 rough plumbing inspection; 1 rough heating inspection; 1 insulation inspection; 1 final building inspection; 1 final electrical inspection; 1 final plumbing inspection; 1 final heating inspection. Total: 9 inspections.

New Single family dwelling: 2 footing inspections (perimeter walls plus interior column piers and/or porch/deck footings); 1 foundation inspection; 1 concrete slab inspection; 1 framing inspection; 1 wind resistant connector inspection; 1 electrical service inspection; 1 electrical rough inspection; 1 plumbing rough inspection; 1 heating rough inspection; 1 insulation inspection; 1 gypsum board inspection; 1 final building inspection; 1 final electrical inspection; 1 final plumbing inspection; 1 final heating inspection. Total: 16 inspections.

Large projects require more numerous inspections of all phases of work. As an example, a school may require daily inspections of footings for four to five weeks. Continuous framing and trade inspections are needed as the construction is completed for those phases of work. Multiple days for each type of inspection are allocated for final inspections.

GENERAL FUND BUDGET	
BUILDING DEPARTMENT	PROGRAM HIGHLIGHTS

FY 2010-2011 GOALS

- 1) Protect the health, safety and welfare of the public. This will be achieved through the enforcement of applicable laws and codes to provide safe, energy efficient, accessible buildings in the city of Bridgeport.
- 2) With current staffing, we can continue the Building Code requirements for additional inspections not previously performed.
- 3) Increase the number of certificates of occupancy issued for completed permitted work. Certificates are currently being issued at a ratio of approximately eighty percent of the number of building permits issued per year. Customers are not requesting the required final inspections causing a continuing backlog.
- 4) Improve turnaround times from date of permit application to completion of plan review by reviewing methods and procedures and implementing possible changes that improve times.

FY 2009-2010 GOAL STATUS

- 1) Protect the health, safety and welfare of the public. This will be achieved through the enforcement of applicable laws and codes to provide safe, energy efficient, accessible buildings in the city of Bridgeport.
6 MONTH STATUS: Continuing diligent plan review and inspections contribute to the goal. Active enforcement of violations also serves to protect the public.
- 2) Expand and improve the Building Department web site by adding informational literature to better guide customers through the building permit processes. Locate & add meaningful links to related web sites so that applicants have access to useful and appropriate resources.
6 MONTH STATUS: When the new website goes live, the resources we have provided should be available and will be updated on a regular basis.
- 3) With additional staffing, we will continue the Building Code requirements for additional inspections not previously performed.
6 MONTH STATUS: New construction is being inspected for the additional provisions of the building codes.
- 4) Increase the number of certificates of occupancy issued for completed permitted work. Certificates are currently being issued at a rate of half the number of building permits issued per year. Customers are not requesting the required final inspections. Continue to review open permits to establish a benchmark of the number of permits that are most likely completed. Utilize that data to support an ongoing program to inspect and close out appropriate completed work as time permits.
6 MONTH STATUS: Old permits are being closed out as inspection time permits.

State Building Code – Connecticut Supplement 29-252-1d (*effective December 31, 2005, amended August 1, 2009*)

101.1.1 Statutes. In accordance with the provisions of sections 29-252a and 29-253 of the Connecticut General Statutes, respectively, this code shall be the building code for all towns, cities and boroughs and all state agencies.

109.3. Required inspections. The building official, upon notification, shall make the inspections set forth in Sections 109.3.1 through 109.3.10.

109.3.1 Footing and foundation inspection. Footing and foundation inspections shall be made after excavations for footings are complete and any required reinforcing steel is in place. For concrete foundations, any required forms shall be in place prior to inspection. Materials for the foundation shall be on the job, except where concrete is ready mixed in accordance with ASTM C 94, the concrete need not be on the job. (*Foundation is new inspection requirement*)

109.3.2 Concrete slab and under-floor inspection. Concrete slab and under-floor inspections shall be made after in-slab or under-floor reinforcing steel and building service equipment, conduit, piping accessories and other ancillary equipment items are in place, but before any concrete is placed or floor sheathing installed, including the subfloor. (*Concrete slab is new inspection requirement*)

109.3.3 Lowest floor elevation. In flood hazard areas, upon placement of the lowest floor, including the basement and prior to further vertical construction the elevation certification required in Section 1612.5 shall be submitted to the building official.

109.3.4 Frame inspection. Framing inspections shall be made after the roof deck or sheathing, all framing, fireblocking and bracing are in place and pipes, chimneys and vents to be concealed are complete and the rough electrical, plumbing, heating wires, pipes and ducts are approved.

109.3.5 Lath and gypsum board inspection. Lath and gypsum board inspections shall be made after lathing and gypsum board, interior and exterior, is in place, but before any plastering is applied or gypsum board joints and fasteners are taped and finished. (*New inspection requirement*)

Exception: Gypsum board that is not part of a fire-resistance-rated assembly.

109.3.6 Fire-resistant penetrations. Protection of joints and penetrations in fire-resistance-rated assemblies shall not be concealed from view until inspected and approved.

109.3.7 Energy efficiency inspections. Inspections shall be made to determine compliance with Chapter 13 and shall include, but not be limited to, inspections for: envelope insulation *R* and *U* values, fenestration *U* value, duct system *R* value, and HVAC and water-heating equipment efficiency.

109.3.8 Other inspections. In addition to the inspections specified above, the building official is authorized to make or require other inspections of any construction work to ascertain compliance with the provisions of this code and other laws that are enforced by the department of building safety.

109.3.8.1 Electrical inspections. Required electrical inspections shall include installations of temporary services prior to activation; installation of underground piping and conductors after trenches are excavated and bedded and before backfill is put in place; rough inspections of installed wiring and components after the roof, framing, fireblocking and bracing are complete and prior to concealment; and final inspection after all work required by the permit is complete.

109.3.9 Special inspections. For special inspections, see Section 1704.

109.3.10 Final inspection. The final inspection shall be made after all work required by the building permit is completed.

109.5 Inspection requests. It shall be the duty of the holder of the building permit or their duly authorized agent to notify the building official when work is ready for inspection. It shall be the duty of the permit holder to provide access to and means for inspections of such work that are required by this code.

GENERAL FUND BUDGET
BUILDING DEPARTMENT APPROPRIATION SUPPLEMENT

ORG	OBJECT DESC	FY2009 ACTUAL	FY2010 BUDGET	FY2011 MAYOR PROPOSED	FY2011 COUNCIL ADOPTED	VARIANCE TO FY2010 BUDGET
'01455000	BUILDING DEPARTMENT	880,660	1,160,591	1,263,119	1,263,119	102,528
	'51000 FULL TIME EARNED PAY	804,859	928,802	989,483	989,483	60,681
	51004 FULL TIME VACATION PAY	41,827	0	0	0	0
	51006 FULL TIME SICK PAY	16,213	0	0	0	0
	51008 FULL TIME PERSONAL PAY	9,969	0	0	0	0
	51014 FULL TIME BEREAVEMENT PAY	680	0	0	0	0
	51016 FULL TIME JURY DUTY PAY	432	0	0	0	0
	51028 FT RETROACTIVE PAY	107	0	0	0	0
	51032 FT DOCKING PAY	-1,787	0	0	0	0
	'51140 LONGEVITY PAY	0	0	9,825	9,825	9,825
	'52360 MEDICARE	0	13,468	11,884	11,884	-1,584
	'52504 MERF PENSION EMPLOYER CONT	0	66,546	94,936	94,936	28,390
	'52917 HEALTH INSURANCE CITY SHARE	0	142,921	148,365	148,365	5,444
	'53605 MEMBERSHIP/REGISTRATION FEES	1,275	1,320	1,320	1,320	0
	54550 COMPUTER SOFTWARE	149	0	0	0	0
	'54675 OFFICE SUPPLIES	4,012	3,361	3,361	3,361	0
	'54700 PUBLICATIONS	48	1,478	1,000	1,000	-478
	'55055 COMPUTER EQUIPMENT	0	0	250	250	250
	'55080 ELECTRICAL EQUIPMENT	337	450	450	450	0
	55150 OFFICE EQUIPMENT	990	0	0	0	0
	'56175 OFFICE EQUIPMENT MAINT SRVCS	1,550	2,245	2,245	2,245	0